



## **Corporate Partnerships Internship**

Durham Performing Arts Center in Downtown Durham seeks Corporate Partnership Intern to assist the sponsorship director as integral part of the sales team. Please note this will be a semester long internship. Interns will get a hands on look into what goes into DPAC sponsorships and corporate partnerships. Projects may include show by show email sponsor recap marketing; Annual sponsor fulfillment reports, Inventory and prospect analysis for peer performing arts centers along with other sports and entertainment properties in the region; maintain current barter reports and assisting with activation of sponsorships. Ideal candidates should have excellent Internet researching abilities, interest in relationship and customer building, and strong communication and writing skills. Interns should also be self-motivated and quick learners who exhibit leadership and ability to work cohesively as a team player. An enthusiasm and desire to work in the entertainment industry is a must.

### **Requirements:**

- \*Current enrollment at a college/university. (Undergraduate junior or senior preferred.)
- \*Candidates must be based in the Triangle and have reliable transportation to work out of the DPAC offices. Parking is provided.
- \*Letter from school stating that intern will receive college credit for the internship.
- \*Proficiency to use Microsoft Office programs, including Microsoft Word and Excel.
- \*Must have a computer that you can bring with you to work.
- \*Experience in graphic design including Photoshop, Illustrator, InDesign is a plus but not required.
- \*Availability to work at least 10-15 hours per week at DPAC with occasional availability on weekends and special events.

Individuals interested in the Corporate Partnership Internship with DPAC should forward their resume, a brief cover letter and all applicable information regarding their college internship program to DPAC's Human Resources at [hr@dpacnc.com](mailto:hr@dpacnc.com). Please enter "Corporate Partnership Intern" as the subject line.

***\*Please note that due to the high volume of applications we receive only those candidates that move forward in the hiring process will be contacted for this position.***

### ***Hiring Manager(s) for this Position:***

**Allison Panella**

**Director of Corporate Partnerships**

[apanella@dpacnc.com](mailto:apanella@dpacnc.com)

DPAC also has internships available in Programming, Marketing & PR, Theater Management, Ticketing/Group Services and Technical Production. For more information on additional internship opportunities at DPAC please visit [dpacnc.com/internships](http://dpacnc.com/internships).